

CASS COUNTY BOARD OF COMMISSIONERS  
AGENDA FOR DECEMBER 5, 2022



- 3:30 PM Meeting called to order  
Roll call of the members  
Pledge of Allegiance  
Elect new chair and vice chair  
Present plaque to Commissioner Steen  
Oath of office for elected Commissioners  
Approve minutes of previous meeting  
Approve order of agenda

CONSENT AGENDA

- a. Establish meeting dates and rotational meetings for 2023, and adopt parliamentary procedures
- b. Approve portfolio assignments and commission service on other boards
- c. Approve county beer and liquor license renewals
- d. Authorize chair to sign quit claim deed for tax-forfeited property redeemed by former owner
- e. Authorize County Finance Director to offer unsold properties from the annual tax sale to respective cities
- f. Authorize purchase of wheel loader for the Highway Department
- g. Approve special event permit for the Downtown Tavern dba The Boiler Room; Red River Valley Fair Association
- h. Authorize raffle permit for Cass County Historical Society
- i. Adopt 2023 to 2027 Cass County Comprehensive Highway and Bridge Plan
- j. Contract approval—Centre, Inc.; Bortnem Family Limited Partnership

PUBLIC COMMENT

REGULAR AGENDA

- |   |                    |
|---|--------------------|
| 1. Summit Food Service Contract amendment (Ray)                               | Information/action |
| 2. Set public hearing for road rights-of-way (Benson)                         | Information/action |
| 3. Budget adjustment for Highway Department (Benson)                          | Information/action |
| 4. Budget adjustment for Coroner's Office (Ross)                              | Information/action |
| 5. Information Technology   |                    |
| a. HSO Replacement Project change order request (Henderson)                   | Information/action |
| b. Website redesign proposal (Henderson)                                      | Information/action |
| 6. Purchase of ArcGIS Premium Hub for Emergency Management (Prochniak)        | Information/action |
| 7. Official County newspaper appointment (Madrigga)                           | Information/action |
| 8. National Association of Counties Mental Health First Aid proposal (Wilson) | Information/action |
| 9. Approve vouchers (Scherling)   | Action requested   |
| 10. Committee reports   |                    |
| 11. Correspondence  |                    |
| 12. Adjournment   |                    |

REMINDERS:

- December 5, 1:00 PM Cass Human Service Zone Board meeting  
December 5, 2:00 PM Flood Sales Tax Committee meeting  
December 8, 7:00 AM Cass County Planning Commission meeting  
December 12, 9:00 AM Cass County Weed Control Board meeting  
December 13, 8:30 AM Southeast Cass Water Resource District meeting  
December 15, 8:00 AM Cass County Joint Water Resource District meeting

**NEXT REGULAR MEETING TO BE HELD DECEMBER 19, 2022  
AGENDA DEADLINE IS 5:00 PM ON MONDAY, DECEMBER 12, 2022**

All public meetings will be streamed live on Cass County Government [Facebook](#), [Twitter](#) and [YouTube](#) pages